

# Comparisons of Job Characteristics

**Focus Occupation:** **Managers, All Other (11-9199)**

**Associated Occupation:** **First-Line Supervisors of Office and Administrative Support Workers (43-1011)**

[Compare Knowledge](#)

[Compare Skills](#)

[Compare Abilities](#)

[Compare Detailed Work Activities](#)

[Compare Tools and Technologies](#)

<<	Focus occupation element is much lower
<	Focus occupation element is lower
0	Focus occupation element is at a similar level
>	Focus occupation element is at a higher level
>>	Focus occupation element is at a much higher level

## Knowledge

Similarity of Focus Occupation to Associated Occupation: 78

**Focus Occupation:** Managers, All Other (11-9199)

**Associated Occupation:** First-Line Supervisors of Office and Administrative Support Workers (43-1011)

Associated Occupation's Key Knowledge Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating		Evaluation of Focus Occupation
Customer and Personal Service	11.3	16.7	11.8	<<	Extensive education and/or training may be required
Administration and Management	8.4	14.6	14.5	0	Current knowledge level may be sufficient
Clerical	7.3	12.7	9.1	<<	Extensive education and/or training may be required
Personnel and Human Resources	5.6	10.6	9.9	0	Current knowledge level may be sufficient
Economics and Accounting	4.4	9.0	6.0	<<	Extensive education and/or training may be required

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

## Skills

Similarity of Focus Occupation to Associated Occupation: 92

**Focus Occupation:** Managers, All Other (11-9199)

**Associated Occupation:** First-Line Supervisors of Office and Administrative Support Workers (43-1011)

Associated Occupation's Key Skills Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating		Evaluation of Focus Occupation
Active Listening	11.0	14.6	13.1	<	A higher skill level may be required
Monitoring	9.9	13.6	13.3	0	Current skill level may be sufficient
Coordination	9.1	13.3	13.0	0	Current skill level may be sufficient
Social Perceptiveness	9.1	13.3	11.2	<	A higher skill level may be required
Time Management	8.9	12.5	11.7	0	Current skill level may be sufficient
Management of Personnel Resources	6.9	12.3	11.0	<	A higher skill level may be required

Negotiation	6.8	11.9	11.1	0	Current skill level may be sufficient
Learning Strategies	7.2	11.4	8.7	<<	Extensive development of skills in this area may be required
Persuasion	7.4	11.1	10.5	0	Current skill level may be sufficient
Management of Financial Resources	3.3	6.4	6.2	0	Current skill level may be sufficient
Management of Material Resources	3.7	6.2	7.4	>	Skill level is likely sufficient

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

Abilities		Similarity of Focus Occupation to Associated Occupation: 97			
Focus Occupation: Managers, All Other (11-9199) Associated Occupation: First-Line Supervisors of Office and Administrative Support Workers (43-1011)					
Associated Occupation's Key Abilities Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation	
Oral Expression	12.4	15.1	14.5	0	Current ability level may be sufficient
Speech Clarity	10.2	13.4	11.7	<	Some improvement in abilities may be required
Speech Recognition	9.9	12.5	11.3	<	Some improvement in abilities may be required
Originality	7.6	10.7	10.1	0	Current ability level may be sufficient
Fluency of Ideas	7.6	10.0	10.0	0	Current ability level may be sufficient
Memorization	5.6	7.2	6.2	<	Some improvement in abilities may be required

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

There are no common work activities.

Tools and Technologies that Both Occupations Have in Common		Similarity of Focus Occupation to Associated Occupation: 78
<b>Focus Occupation: Managers, All Other (11-9199)</b> <b>Associated Occupation: First-Line Supervisors of Office and Administrative Support Workers (43-1011)</b>		
Tools and Technologies	Exclusivity	
Business function specific software	1	
Computer data input devices	2	
Computer printers	2	
Computers	1	
Content authoring and editing software	1	
Content management software	6	
Data management and query software	1	
Duplicating machines	6	
Finance accounting and enterprise resource planning ERP software	2	

Information exchange software	1
Network applications software	1
Personal communication devices	2

Not all positions in these occupations will necessarily use all of the listed tools and technologies. The exclusivity rating is an indication of how unique the tool or technology is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations use that tool or technology.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.